

AGENDA ITEM III E

PROPOSED NEW ACADEMIC PROGRAM

LOUISIANA TECHNICAL COLLEGE - NATCHITOCHES CAMPUS

**ASSOCIATE OF APPLIED SCIENCE IN
COMPUTER SUPPORT - APPLICATIONS**

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BACKGROUND INFORMATION

The campus has implemented certificate and diploma programs in Computer Support - Applications, hence all technical courses required for the proposed associate level program are already available at the LTC-Natchitoches.

STAFF SUMMARY

1. Description/Objectives

The seventy-three hour curriculum consists of fifty-eight hours of technical classes required for the diploma program, plus fifteen hours of transferable general education courses. Students completing the technical component of this program will be trained to:

- Operate a microcomputer using current operating system software
- Use spreadsheet software to create, modify and design spreadsheets and graphs
- Use database software to create and modify databases, queries and reports
- Use word processing software to create documents
- Use a computer network

2. Need

Strong computer skills and familiarity with basic software, including word processing, database, spreadsheet and presentation programs, are required for office support positions. Mastery of computer network systems is also a requisite for many positions. Business faculty at LTC-Natchitoches have been contacted about numerous employment opportunities in the information technology field, especially students who are familiar with networks.

Industry participation is a vital component of the success of the proposed program. The Campus Business Programs Advisory Committee, which meets twice a year, supports the establishment of the proposed program. Committee members approve curricula, assist with job placements, suggest improvements and changes to the program, serve as guest speakers and provide public awareness of the program within the community. Input will be continually solicited from local businesses concerning the current and projected employment needs. Feedback will be solicited from area employers to evaluate the effectiveness of training provided to students in the program.

The institution provided copies of job listings in the area which appeared on LA Works Website; these positions could be filled by graduates of the proposed program. Possible career advancement will be facilitated by completion of the proposed associate level program.

A.A.S. programs in Computer Specialist-Applications are presently offered at LTC Sabine Valley Campus in Many, LTC Northwest Campus in Minden, and at LSU-Eunice as well as in other areas of the state.

3. Students

Many current business students will choose to complete the requirements for the proposed degree. Office Systems Technology AAS majors need three additional classes necessary to satisfy coursework for the additional degree. Advertising should create interest in this field and increase enrollment in the institution.

Enrollment Data for Related Programs

Program	2002-2003		2003-2004		2005-2006	
	Enrolled	Graduates	Enrolled	Graduates	Enrolled	Graduates
Office Systems Technology	64	6	48	7	56	8
Accounting Technology	40	7	42	9	28	5

Several prospective students, former students and currently enrolled students have requested training in the computer specialist field of applications. It is anticipated that by year four of the program, enrollment will be thirty students per year with fifteen graduates, as indicated in the table which follows.

Projected Program Enrollment/Graduates

Year	2006-07	2007-08	2008-09	2009-2010
Students Enrolled	10	15	20	30
Graduates	5	8	10	15

4. Faculty

Master's degree credentialed faculty in business and industrial electronics will offer the technical courses for the Computer Specialist-Applications programs. General education courses are offered for existing associate level programs at LTC-Natchitoches through a Cross Enrollment Agreement with Southern University at Shreveport, which includes on-line courses, as well as by adjunct faculty from SUS and Northwestern State University (NWSU) who are hired to teach at the LTC campus.

5. Library

Present library holding available on-site as well as electronic access through LOUIS are adequate to initiate the proposed program. LTC students have access to the NWSU library through a Cooperative Agreement, which was included with the proposal.

6. Facilities/Equipment

The proposal states that all necessary facilities, furnishings and equipment are present at LTC-Natchitoches.

7. Administration

The Computer Specialist-Applications program will be offered through the Business Department. Faculty report to the chair of the department, who in turn reports to the campus dean or his/her assistant. Implementation of the proposed program will not effect the present administrative structure.

8. Accreditation

No specialized accreditation is available for the proposed program.

9. Costs

No additional costs are anticipated in order to offer the associate program in Computer Specialist-Applications.

STAFF ANALYSIS

All technical and general education courses for the proposed program are already offered by well-qualified faculty at LTC-Natchitoches. Projected need for graduates is reasonable. Enrollment and graduation projections may be optimistic, but the next Low Completer Review will assess whether enrollment is adequate for maintenance of programs. Necessary facilities, equipment and access to library holdings are available. No effect on administrative structure nor additional costs are anticipated for the campus to implement the proposed program.

STAFF RECOMMENDATION

The staff recommends that the Academic and Student Affairs Committee grant approval for the proposed Associate of Applied Science in Computer Specialist-Applications (CIP Code 11.0301) at Louisiana Technical College-Natchitoches Campus, effective immediately.